

MAINE ARTS COMMISSION

Project Grant for Organizations

Application opens: March 13, 2015

Application deadline: April 13, 2015 at 5 p.m.

Maximum award: \$5,000

The Project Grant for Organizations is designed to support creative projects throughout Maine. Grant funds assist arts organizations with the production of high-quality creative activities, the creation of new work, and the continuation of successful arts programs. Projects can be in any artistic discipline and on any scale.

There is a 1:1 required in-kind or cash match for the grant.

This funding cycle is for projects taking place between July 1, 2015 and June 30, 2016.

ELIGIBILITY REQUIREMENTS

Your organization is eligible to apply if it meets all of the following criteria:

- Is a nonprofit organization, legally established in the state of Maine.
- Has a 501(c)(3) tax-exempt status from the Internal Revenue Service or is a unit of municipal, county or tribal government.
- Is in compliance with final reports required for any previous Maine Arts Commission awards received.

EXPENSE INFORMATION

The following list includes examples of eligible and ineligible expenses. Please check with appropriate program staff if you have questions about the eligibility of any expenses associated with your project.

Eligible expenses	Ineligible expenses
<ul style="list-style-type: none">• Purchases: supplies, materials, equipment• Rentals: supplies, materials, equipment, space• Fees: artists, specialists, permits, services• Production costs: events, installations, tours• Planning: preparation and/or documentation of work• Artist gatherings and workshops	<ul style="list-style-type: none">• Brick-and-mortar projects• Operating support• Permanent or capital equipment• Fundraising• Personal travel• Re-granting of the funds

APPLICATION PACKAGE

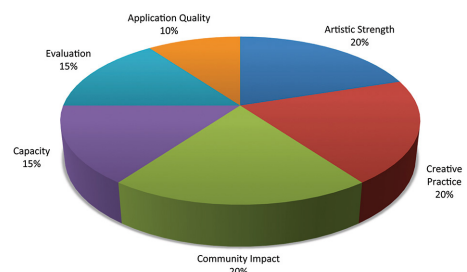
A complete application package for the Project Grant for Organizations contains:

- Complete answers to all the narrative prompts
- Current 990 document or financial audit documentation
- Resume, bio, or curriculum vitae for all key personnel
- List of board members, including their affiliations
- Up to five samples of appropriate support materials
- Completed project budget
- Completed vendor form
- Completed assurance form

APPLICATION REVIEW CRITERIA

Project Grant for Organizations applications are reviewed on a competitive basis using the following criteria:

- Artistic Strength (20%)
- Creative Practice (20%)
- Community Impact (20%)
- Capacity (15%)
- Evaluation (15%)
- Application Quality (10%)



APPLICATION NARRATIVE

1. Provide a detailed description of the project. Please include the following in your description: dates, locations, partners (if applicable), expected outcomes, the process you will follow, and the need for this project. (1,100 characters max.)
2. Provide the mission and a brief history of your organization. (500 characters max.)
3. What makes your project artistically strong? Please include the following for key participants: artistic background, relevant education, and awards and honors received. Work samples and other related attachments will be used to evaluate artistic strength. (900 characters max.)
4. How does this project advance the mission and creative practice of the organization? (900 characters max.)
5. How will your project benefit the public? Please include the following: a description of the community that the project will impact; anticipated number of people that the project will reach, both directly and indirectly; elements of social good and engagement anticipated from this project; and partnerships and collaborations surrounding this project. (700 characters max.)
6. Tell us about your plan to complete this project. Please include the following: a project timeline and examples of similar projects that you have successfully completed. (700 characters max.)
7. How will you measure the success of this project and use the findings? (900 characters max.)

DEADLINE

Applications will be accepted until **5 p.m.** on the date of the application deadline.

ASSISTANCE

You are welcome to contact agency staff and discuss your ideas at any time prior to the application deadline. You may also request an informal consultation about your completed application narrative two weeks or more prior to the application deadline.

GENERAL QUESTIONS

Questions about the application or review process can be directed to Kathy Ann Shaw, Senior Director for Grants and Arts Accessibility, at 207-287-2750 or kathy.shaw@maine.gov

SPECIFIC QUESTIONS

Please direct specific questions about the Project Grant for Organizations to agency staff based on the discipline of your application.

Craft and Visual Arts: Julie Horn, Visual Arts Director
207-287-2790 or julie.horn@maine.gov

Performing and Media Arts: Kerstin Gilg, Media and Performing Arts Director
207-287-6719 or kerstin.gilg@maine.gov

Traditional Arts: Kathleen Mundell, Traditional Arts and Creative Aging Director
207-287-6746 or kathleen.mundell@maine.gov

Literary Arts: Julie Richard, Executive Director
207-287-2710 or julie.richard@maine.gov



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